

HANKELow PARISH COUNCIL

Date: 15th April 2025

Parish Councillors are summoned to the Annual Meeting of the Parish Council
The meeting will commence at the conclusion of the Annual Parish Meeting

DATE: Tuesday 6th May 2025
TIME: 7.45pm (or on the later rising of the Parish Meeting)
VENUE: Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

Abbi Miller
Clerk to the Parish Council
Telephone: 07919054776
Email: clerk@hankelowparishcouncil.org

AGENDA

PART 1 – ANNUAL COUNCIL BUSINESS

1. Election of Chair

- 1.1 To elect a Chair to serve until the Annual Meeting in 2026.
- 1.2 The Chair will sign a Declaration of Acceptance of Office, following which the newly-elected Chair will chair the meeting.

2. Election of Vice-Chair

- 2.1 To elect a Vice-Chair to serve until the Annual Meeting in 2026.
- 2.2 The Vice-Chair will sign a Declaration of Acceptance of Office.

3. Apologies for Absence

To receive apologies for absence.

4. Declarations of Interest

Supporting documents are emailed to all councillors: Finance Report, Planning Log and information on current topics for discussion.

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Members to declare any non-pecuniary or disclosable pecuniary interest (DPI) which they have in any item of business on the agenda, the nature of that interest, and in respect of DPis to leave the meeting prior to the discussion of that item.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

Members who are either directors or other category of persons who have shares in The White Lion Community Pub Ltd. are reminded that they have a disclosable pecuniary interest when The White Lion is referenced during a meeting.

5. Minutes of Last Meeting

To approve and sign as a correct record, the minutes of the meeting held on 3rd March 2025, and the minutes of the Extra-ordinary meeting held on 15th April 2025.

6. Financial Matters

6.1 Audit Regulations

The Parish Council is asked to approve the accounts for 2024-25.

The Parish Council is asked to receive the Annual Internal Audit Report for the financial year 2024-25 and agree any actions required.

The Audit Regulations for this year are as follows:

- (a) The AGAR must be approved and published before Monday 1 July 2025 at the latest.
- (b) The Parish Council must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information must be published at least the day before the inspection period commences.
- (c) The inspection period must include the first 10 working days of July 2025.
- (d) A wet signature is still a requirement for the Annual Governance and Accountability Return

6.2 Accounts for Approval

- (a) To receive and approve the Annual Governance and Accountability Return (AGAR) Statement.

Page 3 is the Certificate of Exemption and the Parish Council is asked to confirm that it wishes to be regarded as exempt from external audit on the basis that its annual gross income is less than £25,000.

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- (b) To receive and approve a copy of the ledger for 2024-25 showing the expenditure for the year.
- (c) To receive and approve the Fixed Assets List.

6.3 Annual Governance and Accountability Return 2024-25 (AGAR)

The AGAR must be approved in a specific order.

- Section 1 first (the Annual Governance Statement) and, secondly
- Section 2 (Accounting Statement)

The Minute numbers must demonstrate that they were considered in the correct order.

7 Risk Management Plan

The Parish Council is asked to consider and approve the Risk Management Plan.

8 Appointment to outside bodies/committees

8.1 Outside Bodies

The Parish Council is invited to appoint a representative to the Audlem Burial Board.

8.2 ChALC Meetings

The Parish Council is invited to appoint a representative to attend meetings of ChALC to attend as and when required.

9. Reports from local community groups

- 9.1 Hankelow Amenities Group
- 9.2 Warm Spaces Hub

10. Calendar of meetings – 2025-26

The Parish Council is asked to approve the enclosed calendar of meetings for 2025-26

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

11. Questions or comments from Members of Public regarding any items on the agenda

(In accordance with Hankelow Standing Orders Section 52)

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12. Matters Arising

To receive updates on any matters arising from the Minutes of the last meeting held on 3rd March 2025 not elsewhere covered on the agenda.

There are no matters arising.

13. Finance Matters

a. Finance Report

b. To authorise any payments.

Chalc Annual Renewal	£117.00	Cheque No 658
Payroll Services	£79.20	Cheque No 659
Clerk Salary	£334.80	Cheque No 660
Clerk Contributions	£83.80	Cheque No 661
Internal Auditor	£100.00	Cheque No 662

c. To discuss CIL Monies awarded to the Parish Council.

The Hankelow Parish Council has been awarded £9269.81 in CIL Monies. In accordance with Government guidelines, this can be used for Parish Improvements to help with the infrastructure of new properties built in the Parish.

14. Planning Matters

a. To consider and resolve to agree the response to planning applications notified by Cheshire East Council.

There are no new planning applications.

b. To note any updated planning applications with decisions made since the last meeting held on 3rd March 2025.

25/0284/HOUS	Sunnyside Audlem Road, Hankelow, CW3 0JE	Householder - Proposed new side and rear extensions including converting the roof to a bedroom place.	Approved with conditions - 19/03/2024
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15. To receive an update on The White Lion drainage issues

16. To receive an update on the repair/upgrade of drain in the Parish

17. To review and discuss the letter received by the Occupants of Sunnyside

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This is in relation to flooding that is affecting their property.

18. To receive an update on activities undertaken by the Village Green Sub-Committee

Cllr Cope to provide an update on the current draft policy.

19. To receive an update from the Cheshire East Borough Councillor

20. Members reports to raise to council

21. Date of the next meeting:

Parish Council Meeting 7:30pm

Monday, 30th June 2025

Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

All Members of Public are welcome to attend the Parish Council Meeting.
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